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Arts Council Minutes 01-10-2002

Arlington Arts Council

Minutes of January 10, 2002 -- Robbins Library Conference Room

Present: Christine Alaimo, Diane Connor, Shari Craig, Elinore Kagan, Carol Mahoney (not voting), Cheryl Hemenway, Suzanne McLeod, Amy Peters

Absent: Mary Babic, David Silverman, Robert Zinck

Shari Craig called the meeting to order at 7:40 pm.

Item One -- Minutes

Shari Craig moved to approve minutes from December 17. Amy Peters seconded. The motion passed unanimously.

Item Two -- Requests for Payments

Elinore Kagan moved that we approve payment of \$85.00 to Instant Sign Center for the Councils banner. Suzanne McLeod seconded. The motion passed unanimously.

Item Three Council-Originated Projects and Council Guidelines

The Council discussed our desire to hold a Community Input Reception in the spring as preparation for developing our Council Guidelines. The Community Input Reception will be on April 25, 7:00-9:00 pm at a to-be-determined location and we will hope to have a total of 40-45 people including all members of the Council.

Location: Christine Alaimo will reserve the Community Room (downstairs) at Robbins Library if it is available.

Suzanne McLeod will look into reserving the Wittimore Robbins House and determine if there is a fee to use that space and if we can have refreshments there.

Refreshments: David Silverman will look into refreshments.

Giveaways: Amy Peters will look into a small gift, such as tickets to the Capital Theater, to entice guests to participate.

Format of event: Diane Connor and Suzanne McLeod will work on an agenda/format for the evening.

Guest list: Suzanne McLeod will begin compiling a list of whom to invite with an eye toward including as diverse a cross section of the population as possible. This list will then be divided among all Council members, who will call to extend a personal invitation and then follow up by sending a printed invitation.

Invitations: Shari Craig will work on the invitation

Item Four Town Report

Shari Craig circulated two copies of the proposed Town Report for Council members to review. Shari will make necessary changes and will submit the final report in advance of the January 15 deadline.

Item Five Other Business

Elinore Kagan and Shari Craig will meet to compare the past minutes with the list of unpaid grants to confirm which grants should have been paid. Elinore Kagan will then check with Town Hall to confirm that all checks that should have been processed have indeed been processed. If necessary the Council will ask for an extension on our LCC annual report deadline.

Elinore Kagan passed the LCC Summary Form for fiscal year 2000 back to Shari Craig (to deliver to David

Silverman).

Shari Craig will send a list of the 2002 grant recipients to the Arlington Advocate.

Jennifer Ingram contacted Shari Craig regarding the date of her event for Landscape Painting in Arlington (grant #2002-24) because the date of her exhibition is likely to be early in the calendar year 2003 due to availability of the space. Shari will let her know to book the event and then ask the Council for an extension if necessary.

Christine Alaimo has arranged for Suzanne McLeod to fill in as recording secretary for the February meeting (when Christine will be out of town) as well as for the May, June, and July meetings (when Christine may be on maternity leave).

The meeting was adjourned at 8:45 by Shari Craig.

Respectfully submitted,
Christine Alaimo, *Recording Secretary*